Strategic Planning Committee Board Report

Report Submitted: June 15, 2022 | Respectfully submitted by: Ryan Hill

# Board Report Summary

The committee met on June 3rd and discussed the next steps in AMS accreditation, we heard from our experienced administrators. Topics included outreach, forming of the committees, role of stakeholders and role of the board. As a board, we should expect Maureen to begin these conversations with our administrators in her first 30-60-90 days, from there the committees will be formed. To be clear, this is considered operational work with the board being a contributor and oversight, but not deeply involved in each aspect. This is led by Maureen and her leadership team and we will expect to hear more in the fall. We remain on track to file our application with AMS in September/October, which will begin the deep work of the self study.

Our next steps as a Strategic Planning Committee will be to reduce our monthly meetings to three major check ins for the goal of tracking progress and reporting out on the work being done along with how it moves our Strategic Priorities forward. Our meetings will be (1) just after the beginning of school, (September/October); (2) after winter break/midyear (February); (3) end of year (June).   
  
At the end of next School year (2023), we will hold a Strategic Planning Process with the board and our directors to set the state for review and updates to our strategic plan that expires in 2023.

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Meeting Date: June 3, 2022 | Attendees recorded at end of report.

Agenda.

1. Next Steps for over the Summer
2. Community Outreach planning

Minutes and Discussion Items.

* AMS Status: Step 7 is submitting the application and saying we are “ready for
  + AMS would actually do our site visit likely the following year 2023-2024
  + This will allow the space for continuous work/improvement toward the AMS review.
  + Head of School will oversee each of the committees and pull in different stake holders.
    - Focus work: We still struggle with teacher and parent participation - We should focus on recruiting and involvement.
    - This is deep work, long work and hard work
    - The committees will need commitment.
      * This work brings many questions and data that informs the final report.
    - Commitment level is changing for teachers and we would likely see more participation.
    - Stephanie: proposed we should strongly consider formal invites to parents/teachers that are already engaged.
      * Presenting expectations in a clear way so that parents know how much is required/asked and how they can contribute
      * Marketing: “sprinkle the seeds” of what is to come and informing the community.
    - June report another way to plant seeds for parent involvement.
* Outreach
  + Josie: Overview of how this work should go forward
    - Don’t rush it
    - The AMS committees are separate from Board Committees
    - The next head of school and the directors and pooling staff to get involved.
  + Fay: Head of school sat down with Robust meetings and having business office involved and chosen by the school internally and directors. Choose to meet the deadlines and chairs and leading meetings and whoever wants it and the skill set.
    - You want people that will show up. Have to have representatives of each area. Here are the candidates that will be good and recruit.
    - Ton of writing is involved and imperative to have strong skill sets.
  + Both Outreach to Recruiting.
  + AMS Training for all to attend after application.
  + Head of school reported out to the board. Accreditation team will meet with the board.
    - Consider an expectation for the board on the work being done.
  + Directors coming together in June to have the conversation and are prepared for the official self study.
  + Keeping the committee informed. Reduce the frequency of meetings. Three time a year checkin is pretty typical.
  + Leslie: Ways that we can support directors on the transition of leadership. Onboarding plan and two fold component for that transition.
    - Liz: Don’t have a clear vision of what onboarding looks like for directors and Maureen
    - Cathy: What was the onboarding for Josie?
    - Josie: what is the working partnership going to look like for the board and Maureen. Having one pin point person with more frequent conversations in the beginning. There is a clear what is the working balance.
      * Directors know what their work is for the summer and
      * Maureen arrives July 18th.
    - Fay: Want to know that head of school is supported. How do they feel supported?
    - Board and Maureen look at each of the committee’s for their role and the work. Structure of who makes decisions and who doesn’t. Consider a RACI methodology?
  + Leslie: Where does our responsibility start and stop and where is oversight for the board?
  + Cathy: Search should debrief on what worked and what didn’t. This would provide the next group some reflection. Keeping notes on what worked and didn’t work.

Respectfully submitted by Ryan Hill

* [AMS Accreditation Timeline](https://docs.google.com/document/d/1N_4Ba_8MDH5MtG9-Nzbh27PmUAtMk7Bg/edit)
* [Strategic Priorities update continued Oct. 1, 2021.docx](https://docs.google.com/document/d/1c8QPqUrwoFEHso21SVM822QHq7frL1uo/edit?usp=sharing&ouid=116909788934459823596&rtpof=true&sd=true)

Attendance:

| **\* LHU Strategic Committee Meeting.** |  |  |
| --- | --- | --- |
| **\* Meeting code: mvg-yobf-iui** |  |  |
| **\* Created on 2022-06-03 08:55:26** |  |  |
| **\* by** [**https://chrome.google.com/webstore/detail/google-meet-attendance-li/appcnhiefcidclcdjeahgklghghihfok**](https://chrome.google.com/webstore/detail/google-meet-attendance-li/appcnhiefcidclcdjeahgklghghihfok) |  |  |
| **Full Name** | First Seen | Time in Call |
| **Carrie Smith** | 2022-06-03 08:58:43 | 01:03:00 |
| **Cathy Constantine** | 2022-06-03 09:05:54 | 00:55:42 |
| **Fay Masterson** | 2022-06-03 09:04:59 | 00:56:44 |
| **Jason Olson** | 2022-06-03 08:55:35 | 01:05:05 |
| **Josie Spreher** | 2022-06-03 08:59:19 | 01:02:23 |
| **Justin Tosco** | 2022-06-03 09:01:52 | 00:28:43 |
| **Katie Brown** | 2022-06-03 09:00:28 | 01:01:16 |
| **Leslie Hamilton** | 2022-06-03 09:17:50 | 00:43:52 |
| **Liz Macaulay** | 2022-06-03 09:01:51 | 00:59:52 |
| **Robert Wolfe** | 2022-06-03 09:24:00 | 00:37:41 |
| **Rownak Ifat** | 2022-06-03 09:02:30 | 00:26:59 |
| **Ryan Hill** | 2022-06-03 08:55:26 | 01:06:17 |